



Events/Development Internship

Established in 1857, the Moravian Historical Society is a nonprofit museum and historic site that celebrates the rich cultural legacy of the Moravians. Recognized nationally and internationally for its significant collection and historically important 18th century site and buildings, MHS shares this fascinating history through educational programs, guided tours, engaging museum exhibits, and public events. The collection consists of two Moravian structures—the 1740-1743 Whitefield House and the 1740 Gray Cottage, the oldest Moravian structure in North America, and more than 20,000 historical objects including: furniture, decorative arts, paintings, textiles, firearms, musical instruments, scientific instruments, metals, miscellaneous furnishings, works on paper and framed works, and other objects important to the story of early Moravians in America. Also under the care of MHS are photographs, postcards, photo albums, and memory books, a large historical library, archives of personal, missionary, and family papers, and genealogies.

An internship with the Moravian Historical Society will provide experience with museum management and development. Semester-long internships include a journal, a project, and a presentation of the outcomes to the historical society staff and interested stakeholders. ***All internships can count for college credit, and are unpaid.***

Key Accountabilities

1. Work directly with the executive director to help plan and implement key fundraising events
2. Assist with our largest fundraising event of the year, “Share the Heritage.”
3. Help to solicit donations from businesses
4. Assist with maintaining donor records and draft donors letters.

Requirements

- Demonstrated appreciation for history and historical preservation
- Ability to work independently and as part of a team
- Attention to detail
- Enjoy interacting with the public

Special Consideration

The Whitefield House Museum is located in an historic 3 ½ story building without air conditioning or an elevator. Various museum-related tasks including lifting moderate weights.

To apply: Interested candidates should send a cover letter explaining their interest in the position as well as an updated resume to info@moravianhistory.org